

Department of Social and Health Services
Infant Toddler Early Intervention Program



ITEIP Reports
Training Manual
Version 9

September 24, 2008

This ITEIP Reports Training Manual Version 9 matches the Data System and its data reporting requirements as of October 1, 2008. This manual replaces sections of the ITEIP Training Manual Version 8.



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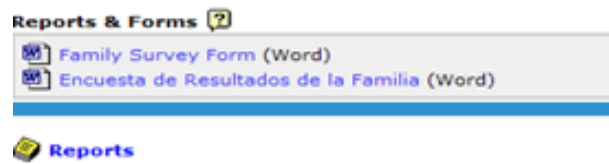
Overview

This training manual is intended to give you an overview of the Infant Toddler Early Intervention Program (ITEIP) reports and step-by-step information to help you select and run the report that meets your needs. Comments you have about the system are welcome and one convenient way to do this is using the “feedback” feature of the system.

Security

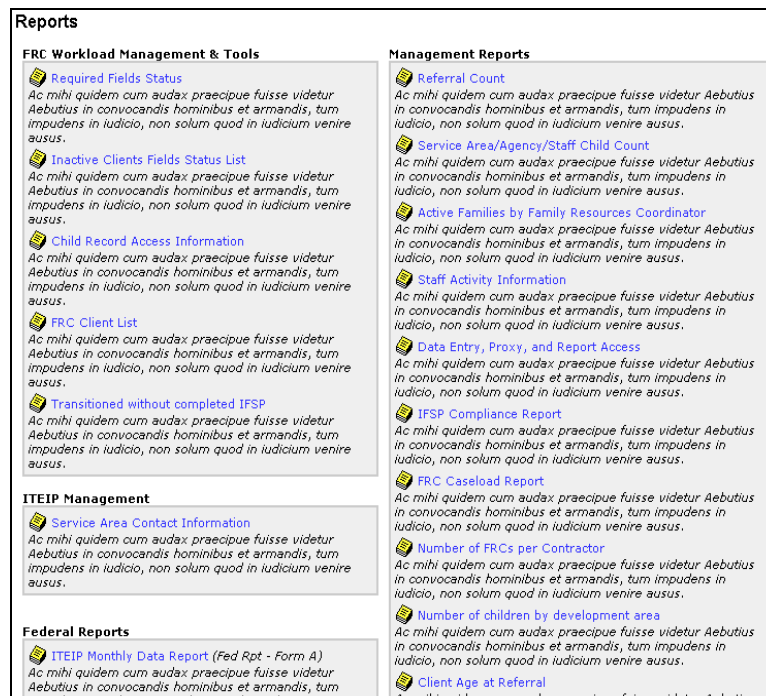
All of the reports shown in the examples below may not be available when you view the Reports screen. Your designated role determines which reports appear on the screen; Lead FRC's and Managers have access to more reports than others.

Reports



ITEIP Today (lower portion)

Reports are available by clicking the [Reports](#) link on ITEIP Today screen

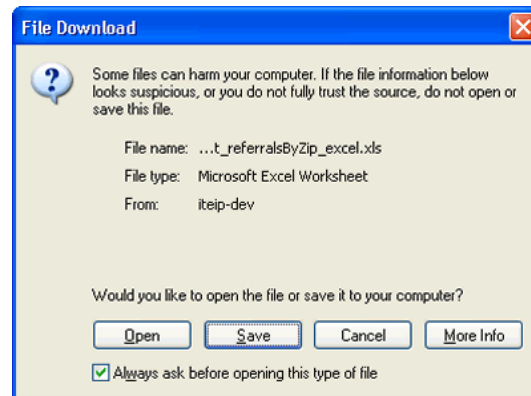


- This icon indicates the item is a report.



- This icon indicates the item is a word processing form. You can print a copy of the form and fill in by hand for later data entry, or complete the form using word processing, then copy and paste each data element from the form into the corresponding data entry screen within ITEIP.

Some reports are available as Excel documents as well. These reports will have a button on the report that says "View in Excel". When this option is selected the following message box may appear.



File Download Dialog

At this point you can either save the document to your computer or open the file from the server. For best performance of both the server and viewing the document, it is recommended that you save the document and then open it from your computer.

FRC Workload Management Tools

Required Field Status

Overview: The required field status report displays the status of the required fields as well as other fields that will help you to determine which children are included in the various reports and why some are not “**Available in Excel**”.

Criteria: The report is based at the FRC level. To view the report for a particular FRC, select a service area, agency, and an FRC.

The report can be sorted on a variety of fields. Select the sort order in “Step 4” of the criteria page.

There are two version of the report available: choose “Printable Version” or “Detailed Data Version”.

A screenshot of a web application titled 'Status of Required ITEIP Data'. It contains instructions and five steps for filtering data. Step 1: 'Select a Service Area' with a dropdown showing 'Snohomish' and a 'Select Service Area' link. Step 2: 'Select an Agency' with a dropdown showing 'Everett School District' and a 'Select Agency' link. Step 3: 'Select an FRC' with a dropdown showing 'Carol Madoerin'. Step 4: 'Select an "Order By" Field' with a dropdown showing 'Client's Last Name'. Step 5: 'Select an View' with two radio buttons: 'Printable Version (This will display an "X" if there is data in the field, not the actual data)' which is selected, and 'Detailed Data Version (Can print landscape on legal paper at 60%)'. A blue 'View' button is at the bottom right.

Required Field Status Criteria Screen

The Required Field Status Report has the following fields (columns) displayed:

ID	Child Name	Type	Birthday	Gender	County	Agency	Service Area	Zip	Ethnicity	FRC's Name	Consent Granted ?	% Evaluations Complete	Has Medical Diagnosis ?	ITEIP Eligible ?	Date Eligible	Has Basis For Eligibility ?	Current IFSP	IFSP Date	Has Services ?	Has Service Fund. Sources ?
----	------------	------	----------	--------	--------	--------	--------------	-----	-----------	------------	-------------------	------------------------	-------------------------	------------------	---------------	-----------------------------	--------------	-----------	----------------	-----------------------------

The Intake Date, Referral Date, Transition Planning Meeting Date, Primary Service Setting, Resident School District, and Primary Contact person and address were added to the report on July 1, 2008 as shown below:

<i>Intake</i>	<i>Referral</i>	<i>Transition</i>	<i>Service</i>	<i>School</i>	<i>Contact</i>	<i>Address</i>	<i>Address</i>	<i>Contact</i>	<i>Contact</i>	<i>Contact</i>
<i>Date</i>	<i>Date</i>	<i>Plan Date</i>	<i>Setting</i>	<i>District</i>	<i>Name</i>	<i>Line 1</i>	<i>Line 2</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Inactive Children – Required Field Status

Overview: The inactive children – required field status details for inactive children, the same information found in the “Required Field Status” report. This report is available in Excel.

Criteria: The report is based at the FRC level. To view the report for a particular FRC, select a service area, agency, and an FRC.

The report can be sorted on a variety of fields. Select the sort order in “Step 4” of the criteria page.

There are two version of the report available: choose “Printable Version” or “Detailed Data Version”.

Inactive Clients - Required Field Status

Because of the number of records, you can only view this information by Agency or FRC, not Service Area. To view all clients in an agency, select the agency from the list, then, when the page reloads, click the "View" button. To view a specific staff's client list, select an Agency. Then, select an FRC from the list. Click the "View" button to run the report.

Please choose the criteria for the report you would like to view. If the page does not reload when you choose an item (except FRC), you can click the icon.

Step 1: Select a Service Area
Snohomish [Select Service Area](#)

Step 2: Select an Agency
Cascade Children's Therapy [Select Agency](#)

Step 3: Select an FRC

Step 4: Enter a date range (cannot exceed 1 year's range). This will return those children that we inactivated within the date range.
September 2002 to October 2002

Step 5: Select an "Order By" Field
Client's Last Name

Step 6: Select an View
☒ Printable Version (This will display an "X" if there is data in the field, not the actual data)
☐ Detailed Data Version (Can print landscape on legal paper at 60%)

[View](#)

Required Field Status Criteria Screen

Child Record Access Information

Overview: If you want to know who has accessed a child's record you can run the "Child's Record Access Information" report from the ITEIP Today screen.

Criteria: You are given the option to select a child's name and the date range for the time period for which you would like to see who accessed the child's ITEIP data.

The options for sorting include: sort in order of the dates the record was accessed, by name of those who accessed the data, by the name of the screens, or by the type of access (view, update, or full access).

You then can select whether you want to see just basic information—the dates and names of those who accessed the record; or, detailed information—the dates, names, screens accessed and the type of access.

Child's Record Access Information

Follow the steps below to view the record access information for the selected child.

Step 1: Select a child from the list.

Step 2: Enter a date range or leave blank for today's information

From: mm/dd/yyyy **** Leave both dates blank to display access information for today.**

To: mm/dd/yyyy **** Leave the "To" date blank to display access information for the "From" date**

Step 3: Select the level of detail to display

☒ **Basic** - List the people that have accessed the child's record

☐ **Detailed** - List the screens and access type for each person

Step 4: Select the column you would like the report sorted by

☒ **Date of Access**

☐ **Staff Name**

[View](#)

Child's Record Access Information Screen

FRC Child List

Overview: FRC Child List report shows all active children for the current user.

Criteria: This report has no criteria. The report is based on the currently logged-in user.

Result: The report shows detailed child information for the FRC.

FRC Client List

Active client list for:

Please Note: Click on appropriate column headers to change the sort order. To view IFSP Team Members and transition information, check the box below and click the "Reload" link.

Does the child have a COMPLETED IFSP? If the current IFSP is an INITIAL IFSP and there is a date with it, the IFSP has been completed. If the current IFSP is an ANNUAL IFSP, the child has a completed IFSP because the INITIAL IFSP must be completed before an ANNUAL IFSP can be created.

☐ Show Transition & Team Member details [Reload >>](#)

ID	Name	Type	IFSP Stage/ Date Complete	% Complete Evaluations	ITEIP Eligible	Date ITEIP Eligible
11635	Anagnostou, Brady Michael	R		100%	Yes	07/22/2002
10476	Fausia, Louise Starr	R		100%	Yes	06/18/2002
9629	Henson, Easton Daniel Lee	R	Initial 4/18/2002	100%	Yes	03/14/2002
10858	McCuaig, Isabelle Tempest	R	Initial 6/21/2002	100%	Yes	06/21/2002
10915	McKee-Ayala, Neiko Lloyd	R	Initial 6/28/2002	100%	Yes	05/16/2002
10558	Moya, Adrian Alan	T	Initial 6/20/2002	100%	Yes	06/04/2002

Please Note:

- For the "Type" column, a "T" stands for Transition and an "R" stands for Referral
- For the "ITEIP Eligible" field, if no value is displayed, no data has been entered for that field

FRC Child List Report

Transitioned Without Completed IFSP

Overview: The transition with no IFSP report shows children that have transitioned before completing an IFSP.

Criteria: Begin by selecting a date range for the report. The date range cannot exceed one year. The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.

The report can be sorted on a variety of fields. Select the sort order in "Step 4" of the criteria page.

Transition Without Completed Criteria Screen

Result: The report shows children who have transferred prior to completing an IFSP.

COUNT OF CHILDREN WHO HAVE TRANSITIONED WITHOUT A COMPLETED IFSP					
County: Snohomish			This report was run on Friday, November 08, 2002		
Lead Agency:					
Date Reporting: 01/01/2002 to 11/30/2002					
Client ID	First Name	Last Name	FRC First Name	FRC Last Name	Transition Date
8272	John	Smith	Kathleen	Wartelle	3/11/2002
----- END OF REPORT -----					
INFANT TODDLER EARLY INTERVENTION PROGRAM			Transitioned Without Completed IFSP		

Transition Without Completed IFSP Report

ITEIP Management Reports

Service Area Contact Information

Overview: The service area contact information report lists the current contact information for all service areas state-wide.

Criteria: There are no criteria for this report.

ITEIP Service Area Contacts	
Adams	
Lead Agency: Adams County Health District	
Lead FRC Callie Sue Moore calliem@co.adams.wa.us (509)659-3317 Fax (509)659-1513 Home (509)659-3315 Other (509)659-3317 Work	Liaison Walt Bowen BowenWB@dshs.wa.gov <i>No phone numbers found</i>
Service Area Managers No Managers Found	

Service Area Contact Information Report

Administration Reports

Administrative Login Attempts

Overview: This report will list the users who attempted to use the administrative login access during a specified date range.

Criteria: Select a date range. The duration must not exceed one year.

Administrative Login Attempts Report			
This report will display users who attempted to access ITEIP online through the administrative access login page.			
Please choose the criteria for the report you would like to view.			
Step 1: Select the date range for the report			
Begin:	December	/	23 / 2001
End:	December	/	23 / 2002
			View

Administrative Login Attempts – Criteria Screen

Results:

Administrative Login Attempts Report			
			This report was run: 12/23/2002 11:58 AM
Date Reporting: <u>12/23/2001</u> to <u>12/23/2002</u>			
Login Name	Login ID	Starter Name	Date
Sys.Admin	363	Karen.Walker	12/16/2002 8:17:59 AM
Sys.Admin	363	Karen.Walker	12/16/2002 8:30:44 AM
Total (All Rows)			2
----- END OF REPORT -----			
INFANT TODDLER EARLY INTERVENTION PROGRAM		ADMINISTRATIVE ACCESS	

Administrative Login Attempts – Results Screen

ITEIP Monthly Data Report (Fed Report – Form A) (By Ethnicity or Gender)

Overview: This report will display the ITEIP data based on the date range and/or service area or agency you choose.

Criteria: Select a date range. You can either select a month / year combination **or** a specific date range. If you are selecting a specific date range, the duration must not exceed one year.

The report can be run state-wide, by service area, by agency, or by FRC. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

ITEIP Data Report (Form A)

This report will display the ITEIP data based on the date range and/or service area or agency you choose.

Please choose the criteria for the report you would like to view.

Step 1: Enter a date range or select a month and year

☒ **Use Month/Year** ☐ **Use Date Range**

Month/Year: June 2007 OR From: 07/01/2008 To: 07/31/2008

Step 2: Select State-wide, a Service Area or an Agency

☒ **State-Wide** ☐ **Service Area** ☐ **Agency** **FRC**

Step 3: Select level of detail

☒ **All Results Combined in One Report** ☐ **Each Service Area Separated**

Step 4: Select how you want to see the data: By ethnicity, or gender

☒ **Ethnicity** ☐ **Ethnicity** ☐ **Gender**

View **View in Excel**

Back **Close** **Print**

ITEIP Data Report (Form A) – Criteria Screen

Results:

INFANT TODDLER EARLY INTERVENTION PROGRAM DATA COUNT REPORT								FORM A
County: Entire State								This report was run on Friday, October 11, 2002
Lead Agency: N/A								
Date Reporting: 10/1/2002 to 10/31/2002								
I. Number of Referrals Received: 4 II. Number of Evaluations to Determine Eligibility: 0 III. Number Determined Eligible: 1 IV. IFSPs from 10/1/2002 to 10/31/2002: 0 V. Number of New/Initial IFSPs from 10/1/2002 to 10/31/2002: 0 VI. Number of active IFSPs on 10/31/2002: 2765								
VII. Transition Data								
	American Indian or Alaska Native	Asian or Pacific Islander	Black or African American (Not Hispanic)	Hispanic or Latino	White (Not Hispanic)	Other as Defined by Family	Total	
Reason for Exit								
Total Number of Infants and Toddlers Exiting (Sections A & B)	0	1	1	3	2	0	7	
SECTION A: Transition for Children with IFSP Over Age 3								
Eligible for Part B/Special Education	0	1	0	1	1	0	3	
Not eligible for Part B, exited to other program	0	0	1	0	0	0	1	
Not eligible for Part B, exited with no referral	0	0	0	0	0	0	0	
Part B eligibility not determined	0	0	0	1	1	0	2	
SECTION B: Transitions for Children with IFSP Under Age 3								
Parent choice, typically developing	0	0	0	1	0	0	1	
Parent choice, not typically developing	0	0	0	0	0	0	0	
Deceased	0	0	0	0	0	0	0	
Moved out of state	0	0	0	0	0	0	0	
Other: Attempts to contact or locate unsuccessful	0	0	0	0	0	0	0	
The following counts are not included in the overall total as they are not federal counts								
	American Indian or Alaska Native	Asian or Pacific Islander	Black or African American (Not Hispanic)	Hispanic or Latino	White (Not Hispanic)	Other as Defined by Family	Total	
Reason for Exit								
OTHER TRANSITIONS								
Child exited program without a completed IFSP	0	0	0	0	0	0	0	
Moved out of county	0	0	0	0	0	0	0	
Explanation of data results I. Counts number of children that have become referrals (from inquiries) within the date range entered. II. Counts the number of children that have all evaluations completed. The date used is the date the last evaluation was completed. III. Counts the number of children that were marked as eligible and uses the eligibility date entered. IV. Count of IFSPs that were completed within the date range entered. It does not count whether the child has transitioned or has been inactivated since the date. V. Counts "Initial" IFSPs that were completed (signed by parents) within the date range. VI. Counts the number of active IFSPs for the end date entered. This only counts those children that have active IFSPs, that have not transitioned (as of the date entered) and are eligible for ITEIP services.								
***** END OF REPORT *****								

ITEIP Data Report (Form A) – Results Screen

Services Count (by ethnicity) (Fed Report – Form C)

Overview: Federal form C reports early intervention services on IFSPs provided to infants, toddlers, and their families in accordance with part C.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

Optionally, you can choose to show other Early Intervention (EI) services in the report. If this option is selected, the other EI services will be included as a row in the report.

**REPORT OF EARLY INTERVENTION SERVICES ON IFSPS PROVIDED
TO INFANTS, TODDLERS, AND THEIR FAMILIES
IN ACCORDANCE WITH PART C**

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the Month, Day and Year for the report
 October / 11 / 2002

Step 2: Select State-wide, a Service Area or an Agency
☒ State-wide
☐ Service Area
☐ Agency

Step 3: Select level of detail
☐ All Results Combined in One Report
☐ Each Service Area Separated

Step 4: Check the box below if you want to display all the "Other EI Services" entered.
☐ Display Other EI Services

[View](#)

Services Count (by ethnicity) – Criteria Screen

Results:

**REPORT OF EARLY INTERVENTION SERVICES ON IFSPS PROVIDED
TO INFANTS, TODDLERS, AND THEIR FAMILIES
IN ACCORDANCE WITH PART C**

This report was run: **10/11/2002 2:56 PM**

County: Entire State

Lead Agency: N/A

Date Reporting: 10/11/2002

EARLY INTERVENTION SERVICES	American Indian or Alaska Native	Asian or Pacific Islander	Black or African American (Not Hispanic)	Hispanic or Latino	White (Not Hispanic)	Other as Defined by Family	Total
Total (All Rows)	191	294	345	1563	5570	836	8799
Assistive Technology Devices and Services	4	1	3	28	80	8	124
Audiology/Hearing Services	3	1	6	37	71	8	126
Early Identification, Screening and Assessment Services	2	6	5	47	84	44	188
Family Training, Counseling, and Home Visits	12	11	14	81	292	43	453
Health Services	7	8	14	30	146	28	233
Medical Services	5	14	17	41	166	53	296
Nursing Services	4	3	12	79	160	17	275
Nutrition Services	8	7	18	140	194	22	389
Occupational Therapy	23	31	31	175	628	82	970
Other - EIS Service	3	13	6	23	144	20	209
Physical Therapy	21	42	34	128	716	93	1034
Psychological Services	1	3	3	27	35	5	74
Service Coordination	26	53	56	245	871	149	1400
Social Work Services	8	3	20	30	121	26	208
Special Instruction	24	42	53	197	813	104	1233
Speech/Language Pathology	37	53	49	196	938	116	1389
Transportation and Related Costs	3	0	4	46	63	11	127
Vision Services	0	3	0	13	48	7	71

----- END OF REPORT -----

INFANT TODDLER EARLY INTERVENTION PROGRAM SERVICES COUNT

Services Count (by ethnicity) – Results Screen

Count of Children Receiving Services (Fed Report)

Overview: Report of infants and toddlers receiving early intervention services in accordance with part C.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

**REPORT OF INFANTS AND TODDLERS RECEIVING
EARLY INTERVENTION SERVICES IN ACCORDANCE WITH PART C**

Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: June / 1 / 2007
End: June / 30 / 2007

Step 2: Select State-wide, a Service Area or an Agency

☒ State-wide
☐ Service Area
☐ Agency

Step 3: Select level of detail

☐ All Results Combined in One Report
☐ Each Service Area Separated

Step 4: Select how you want to see the data: By age, or gender

☐ Age
☐ Age
☒ Gender

View

Back Close Print

Count of Children Receiving Services – Criteria Screen

Results:

**REPORT OF INFANTS AND TODDLERS RECEIVING
EARLY INTERVENTION SERVICES IN ACCORDANCE WITH PART C**

This report was run: 10/11/2002 2:53 PM

County: Entire State

Lead Agency: N/A

Date Reporting: 10/11/2002

TOTAL NUMBER OF INFANTS AND TODDLERS RECEIVING EARLY INTERVENTION SERVICES				
	AGE AS OF 10/11/2002			Total
	Birth to One	One to Two	Two to Three	
1. Native American	6	16	44	66
2. Asian/Pacific Islander	13	33	56	102
3. African American	6	44	73	123
4. Hispanic	25	144	296	465
5. White (Non-Hispanic)	134	622	1126	1882
6. Other	16	94	139	249
Totals:	200	953	1734	2887

----- END OF REPORT -----

INFANT TODDLER EARLY INTERVENTION PROGRAM SERVICES COUNT

Count of Children Receiving Services – Results Screen

Primary Service Setting Count (Fed Report – Form E)

Overview: Report of program setting where early intervention services are provided to infants and toddlers with disabilities and their families in accordance with part C.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

Select how you would like to group the data: by age, ethnicity or gender.

**REPORT OF PROGRAM SETTING WHERE EARLY INTERVENTION SERVICES
ARE PROVIDED TO INFANTS AND TODDLERS WITH DISABILITIES
AND THEIR FAMILIES IN ACCORDANCE WITH PART C**

Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the Month, Day and Year for the report
 June / 30 / 2007

Step 2: Select State-wide, a Service Area or an Agency
☒ State-wide
☐ Service Area
☐ Agency

Step 3: Select level of detail
 All Results Combined in One Report
 Each Service Area Separated

Step 4: Select how you want to see the data: By age, ethnicity, or gender
 Age
 Age
 Ethnicity
 Gender

[View](#)

[Back](#) [Close](#) [Print](#)

Primary Service Setting Count – Criteria Screen

Results:

**REPORT OF PROGRAM SETTING WHERE EARLY INTERVENTION SERVICES
ARE PROVIDED TO INFANTS AND TODDLERS WITH DISABILITIES
AND THEIR FAMILIES IN ACCORDANCE WITH PART C
BY AGE**

This report was run: 10/11/2002 3:12 PM

County: Entire State

Lead Agency: N/A

Date Reporting: 10/11/2002

PRIMARY SERVICE SETTINGS	Birth to One	One to Two	Two to Three	Total
1. Program designed for children with developmental delays or disabilities	28	100	209	337
2. Program designed for typically developing children	3	22	75	100
3. Home	161	657	1095	1913
4. Hospital (Inpatient)	0	0	0	0
5. Residential Facility	0	1	0	1
6. Service Provider Location	11	128	205	344
7. Other	3	15	35	53
Totals:	206	923	1619	2748

----- END OF REPORT -----

INFANT TODDLER EARLY INTERVENTION PROGRAM SERVICE SETTINGS COUNT

Primary Service Setting Count – Results Screen

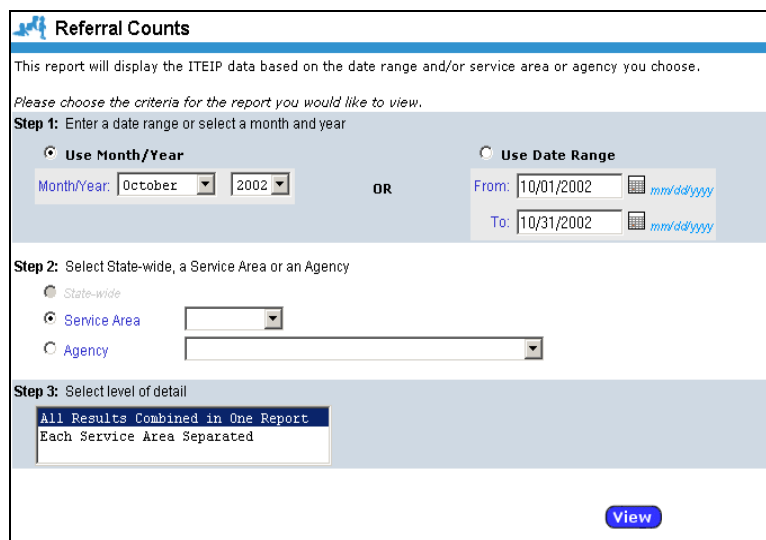
Management Reports

Referral Count

Overview: The referral count report shows how many new referrals there have been during a particular date range.

Criteria: Select a date range. You can either select a month / year combination **or** a specific date range. If you are selecting a specific date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.



Referral Counts

This report will display the ITEIP data based on the date range and/or service area or agency you choose.

Please choose the criteria for the report you would like to view.

Step 1: Enter a date range or select a month and year

☒ **Use Month/Year** ☐ **Use Date Range**

Month/Year: OR From: To:

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide ☒ **Service Area**
☐ Agency

Step 3: Select level of detail

☒ **All Results Combined in One Report**
☐ Each Service Area Separated

[View](#)

Referral Count Criteria Screen

Result:

Referral Counts	
Date: Monday, October 14, 2002	
Service Area Referral Count for <u>Snohomish</u>	
Report Date Range: 10/01/2002 to 10/31/2002	
Referral Source	Count
Child Care Provider	0
Child Find Screening	0
Child Protective Services	0
Child Welfare Services	0
Children w/ Special Health Care Needs Nurse	1
Community Agency	0
Community Preschool	0
Community Service Office	1
Division of Developmental Disabilities (DDD)	0
DSHS	0
Early Childhood Education and Assistance Program (ECEAP)	0
Early Head Start	1
First Steps	0
Head Start	0
Healthy Mothers-Healthy Babies	0
Hospital	0
Indian Early Head Start	0
Indian Head Start	0
Indian Health	0
Indian Tribe	0
KidCare	0
MAA	0
Medicaid	0
Mental or RSN	0
Other	0
Parent	0
Physician	0
Private Nurse	0
Public/Community Health Agency	0
School	0
Specialist/Therapist	0
Therapist	0
Title XIX	0
Unknown	0
WIC Clinic	0
Total Referrals:	3
----- END OF REPORT -----	

Referral Count Results Screen

Service Area / Agency / Staff Child Count

Overview: These reports will display the number of active children in the ITEIP system.

Criteria: This report can be broken down in two ways. Select the type of report you would like to view: "Service Area & Agency" or "Service Area, Agency & Staff"

Service Area/Agency/Active Child Count	
This reports will display the number of active children in the ITEIP system. This report includes children that have transitioned but are still active as well as those that are not eligible for ITEIP but are active. This report DOES NOT include inquiries.	
Please choose the type of report you would like to view.	
<input checked="" type="radio"/> Service Area & Agency	The Service Area & Agency report will show the number of children that are associated with the agency. This is based on the Agency field on the Child's Info page.
<input type="radio"/> Service Area, Agency & Staff	The Service Area, Agency & Staff report will show the number of children that each person in each agency of the service area is working with. The number is based on the FRC of the child, not the agency that the child is associated with.
View	

Service Area / Agency / Staff Child Count Criteria Screen

Result:




Service Area/Agency/Active Child Count	
Detailed Child Count Report (by agency) Date of reports: 10/14/2002	
Please Note: The data in this report is based on the agency that the child is associated with on the Child's Info section, not the FRC.	
Snohomish	
Arlington School District	23
Cascade Children's Therapy	16
Children's Hospital Snohomish	2
Everett School District	14
HSDC Snohomish	2
Infant Toddler Program of Snohomish County	116
Little Red School House	160
Marysville School District	19
Monroe School District	16
Providence Children's Center	66
Sherwood Excel	68
Snohomish Health District	0
Snohomish School District	12
Sultan School District	12
Wonderland Developmental Center-Snohomish	0
Total Count:	526

Service Area / Agency / Staff Child Count Results Screen

Active Families by FRC

Overview: This report will display the Family Resources Coordinator and all active families for that FRC.

Criteria: To view all FRCs in an entire Service Area, just select a Service Area then click the "View" button. To view all FRCs in an agency, select a Service Area, then, when the page reload, select an agency. To view a specific staff, select a Service Area, then select an Agency. Finally, select an FRC from the list. You can also choose how the data will be displayed. Choose "By Agency & Staff" to display the list of children for each FRC or "By Child" to list by children. Click the "View" button to run the report.

Currently Active Families, by Service Area, Agency, FRC	
This report will display the Family Resources Coordinator and all active families for that FRC.	
To view all FRCs in an entire Service Area, just select a Service Area then click the "View" button. To view all FRCs in an agency, select a Service Area, then, when the page reload, select an agency. To view a specific staff, select a Service Area, then select an Agency. Finally, select an FRC from the list. You can also choose how the data will be displayed. Choose "By Agency & Staff" to display the list of children for each FRC or "By Client" to list by clients. Click the "View" button to run the report.	
Please choose the criteria for the report you would like to view. If the page does not reload when you choose an item (except FRC), you can click the  icon.	
Step 1: Select a Service Area	
<input type="text" value="Snohomish"/>	 Select Service Area
Step 2: Select an Agency	
<input type="text" value="Everett School District"/>	 Select Agency
Step 3: Select an FRC	
<input type="text"/>	
View	

Active Families by FRC Criteria Screen

Staff Activity Information

Overview: The staff activity information report lists the child records that a staff member has accessed and, optionally, the access type for each person.

Criteria: Begin by selecting a staff name from the select list. Select a date range for which the report will be run.

Select a level of detail for the report. The detailed report shows the same things as the basic report as well as what the staff accessed and what type of access they had for a particular screen (view, edit, etc.)

Finally, select a sort order from the select box and click on the view button.

Staff Activity

Follow the steps below to view the record access information for the selected staff.

Step 1: Select a staff from the list.
 Deborah West

Step 2: Enter a date range or leave blank for today's information
 From: 9/1/2001 mm/dd/yyyy ** Leave both dates blank to display access information for today.
 To: 9/1/2002 mm/dd/yyyy ** Leave the "To" date blank to display access information for the "From" date

Step 3: Select the level of detail to display
☐ Basic - List the client records that the staff has accessed
☒ Detailed - List the screens and access type for each person

Step 4: Select the column you would like the report sorted by
 Date of Access
 Client Name
 Access Type
 Screen Name

View

Staff Activity Information Criteria Screen

Data Entry, Proxy, and Report Access

Overview: This report will show which staff members have report access, proxy access and / or data entry access.

Criteria: Select a service area and, optionally, an agency.

Report Access, Proxy, Data Entry by Service Area, Agency

This report will show which staff members have report access, proxy access and / or data entry access.

Please choose the criteria for the report you would like to view. If the page does not reload when you choose an item, you can click the icon.

Step 1: Select a Service Area
 Snohomish Select Service Area

Step 2: Select an Agency
 Select Agency

View

Data Entry, Proxy, and Report Access Criteria Screen

Result:

Report Access, Proxy, Data Entry by Service Area, Agency					
Snohomish					
Infant Toddler Program of Snohomish County					
	Staff Name	Management Reports	FRC Reports	Proxy	Data Write
35	Joan Carol Carter		x		x
132	Jennifer Eldridge			x	
34	Mary Lynn Tremayne	x	x	x	x
33	Meg Voedisch	x	x	x	x

Data Entry, Proxy, and Report Access Results Screen

IFSP Compliance Report

Overview: The IFSP compliance report will show the number of completed, overdue, and timely records for 45 day clock, 6 month review, initial IFSP, and annual reviews. It also has the fields added to track federal Indicators 1, 7 and 8C.

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.

IFSP Compliance Report	
<p>Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.</p>	
<p>Please choose the criteria for the report you would like to view.</p>	
<p>Step 1: Select the date range for the report</p> <p> Begin: October / 14 / 2001 End: October / 14 / 2002 </p>	
<p>Step 2: Select State-wide, a Service Area or an Agency</p> <p> <input type="radio"/> State-wide <input checked="" type="radio"/> Service Area <input type="radio"/> Agency </p>	
<p>Step 3: Select level of detail</p> <p> <input type="checkbox"/> All Results Combined in One Report <input checked="" type="checkbox"/> Each Service Area Separated </p>	
<p>View</p>	

IFSP Compliance Criteria Screen

Result:

IFSP Compliance Report

IFSP Compliance Report

This report was run: **7/3/2008 10:37 AM**

Service Area: Grant

Agency: Moses Lake Community Health Center

FRC: Susie Ellis

Report Date: 7/3/2007 to 7/3/2008

Service Start (Indicator 1)	Count	Percentage %
On Time:	134	85.89
Late - Exceptional Family Circumstances	1	0.64
Late - Other	21	13.46
Initial IFSP (Indicator 7)	Count	Percentage %
On Time	3	50
Late - Exceptional Family Circumstances	0	0
Late - Other	3	50
Overdue	0	0
6 Month Review	Count	Percentage %
On Time:	10	41.66
Late:	8	33.33
Overdue:	6	25
Annual IFSP	Count	Percentage %
On Time:	11	91.66
Late:	1	8.33
Overdue:	0	0
IFSP with transition steps and services (Indicator 8A)	Count	Percentage %
Steps and Services Included	1	4.76
Steps and Services not Included	20	95.23
Notification to the Local Education Agency (LEA), if child potentially eligible for Part B (Indicator 8B)	Count	Percentage %
Yes:	0	0
No:	32	100
Transition Conference, if child potentially eligible for Part B (Indicator 8C)	Count	Percentage %
On Time:	10	50
Late - Exceptional Family Circumstances	4	20
Late - Other	6	30

----- END OF REPORT -----

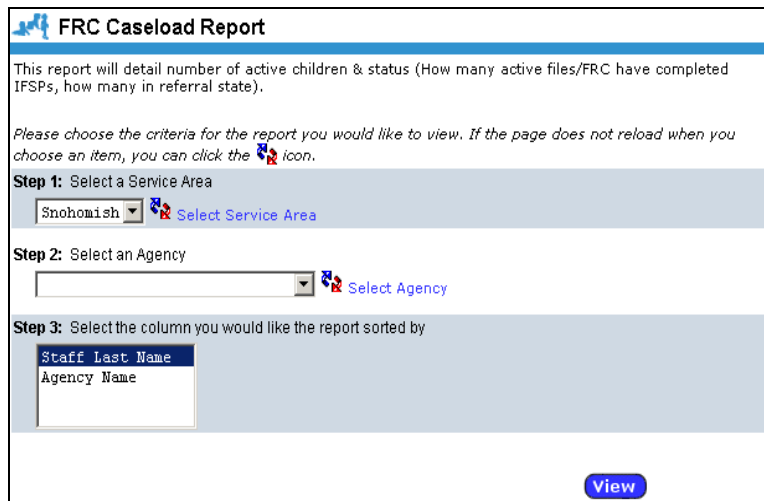
[Back](#) [Close](#) [Print](#)

IFSP Compliance Results Screen

FRC Caseload Report


Overview: This report details number of active children & status (how many active files/FRC have completed IFSPs, how many in referral state).

Criteria: Select a service area, agency, and sort order for the report.




FRC Caseload Report


This report will detail number of active children & status (How many active files/FRC have completed IFSPs, how many in referral state).

Please choose the criteria for the report you would like to view. If the page does not reload when you choose an item, you can click the  icon.

Step 1: Select a Service Area

 [Select Service Area](#)

Step 2: Select an Agency

 [Select Agency](#)

Step 3: Select the column you would like the report sorted by

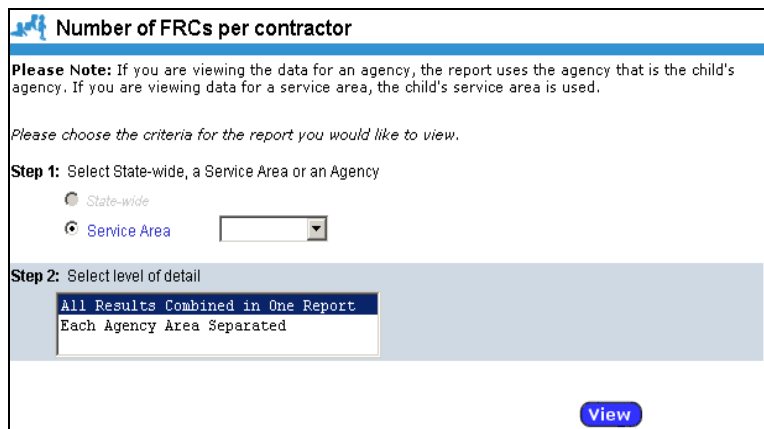
[View](#)

FRC Caseload Criteria Screen

Number of FRCs per Contractor

Overview: This report will display a count of the number of FRCs for the state, or in a particular service area or agency.

Criteria: The report can be run state-wide, or by service area. Select the scope for the data in "Step 1". Additionally, you must select a level of detail for the final report.



Number of FRCs per contractor

Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select State-wide, a Service Area or an Agency

☐ State-wide
☒ Service Area

Step 2: Select level of detail

[View](#)

Number of FRCs per Contractor Criteria Screen

Result:

Number of FRCs per contractor		
Service Area Name	Agency Name	FRC Count
Snohomish	All Agencies	66
31 Snohomish	Infant Toddler Program of Snohomish County	2
31 Snohomish	HSDC Snohomish	2
31 Snohomish	Sherwood Excel	10
31 Snohomish	Little Red School House	17
31 Snohomish	Children's Hospital Snohomish	3
31 Snohomish	Cascade Children's Therapy	1
31 Snohomish	Providence Children's Center	19
31 Snohomish	Snohomish Health District	1
31 Snohomish	Everett School District	4
31 Snohomish	Marysville School District	2
31 Snohomish	Sultan School District	2
31 Snohomish	Monroe School District	2
31 Snohomish	Arlington School District	1
31 Snohomish	Snohomish School District	1
31 Snohomish	Wonderland Developmental Center-Snohomish	1

Number of FRCs per Contractor Results Screen

Number of Children by Development Area

Overview: This report will display a count of the number of children by development area domain.

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.

Number of Children by Development Area	
<p>Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.</p>	
<p>Please choose the criteria for the report you would like to view.</p>	
<p>Step 1: Select the date range for the report</p> <p> Begin: October / 14 / 2001 End: October / 14 / 2002 </p>	
<p>Step 2: Select State-wide, a Service Area or an Agency</p> <p> <input type="radio"/> State-wide <input checked="" type="radio"/> Service Area <input type="text"/> <input type="radio"/> Agency <input type="text"/> </p>	
<p>Step 3: Select level of detail</p> <p> <input type="checkbox"/> All Results Combined in One Report <input type="checkbox"/> Each Service Area Separated </p>	
<p>View</p>	

Number of Children by Development Area Criteria Screen

Result:

Number of Children by Development Area

This report was run: **10/14/2002 11:08 AM**

County: Snohomish

Lead Agency: Infant Toddler Program of Snohomish County

Date Reporting: 10/14/2001 to 10/14/2002

All Service Areas

All Agencies

Domain Description	< 10% Delay	10%-25% Delay	25%-50% Delay	50%-75% Delay	75%-100% Delay	% Delay Does Not Apply
Adaptive	212	84	87	36	25	0
Cognitive	193	91	76	17	16	0
Communication - Expressive	59	46	157	83	16	0
Communication - Receptive	104	56	134	54	19	0
Physical - Fine Motor	146	103	68	27	28	0
Physical - Gross Motor	134	94	80	25	19	0
Physical - Health Status	11	1	0	0	0	467
Physical - Hearing	9	0	0	0	0	462
Physical - Vision	11	0	0	0	0	470
Social/Emotional	207	100	90	29	11	0

----- END OF REPORT -----

INFANT TODDLER EARLY INTERVENTION PROGRAM CLIENT COUNT BY DEVELOPMENTAL AREA

Number of Children by Development Area Results Screen

Child Age at Referral

Overview: This report will display the average child age at the time of referral.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

Average Age of Client at Referral

Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the Month, Day and Year for the report

October / 14 / 2002

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide

☒ Service Area Snohomish

☐ Agency

Step 3: Select level of detail

☐ All Results Combined in One Report

☒ Each Agency Area Separated

View

Child Age at Referral Criteria Screen

Result:

Average Age of Client at Referral	
Snohomish	
Agency Name	Average Age
77 Arlington School District	1 Year, 3 months
69 Cascade Children's Therapy	1 Year, 6 months
68 Children's Hospital Snohomish	0 Years, 8 months
72 Everett School District	1 Year, 6 months
49 HSDC Snohomish	1 Year, 2 months
31 Infant Toddler Program of Snohomish County	1 Year, 7 months
51 Little Red School House	1 Year, 4 months
73 Marysville School District	1 Year, 10 months
75 Monroe School District	1 Year, 9 months
70 Providence Children's Center	1 Year, 5 months
50 Sherwood Excel	1 Year, 1 months
71 Snohomish Health District	0 Years, 5 months
78 Snohomish School District	1 Year, 6 months
74 Sultan School District	1 Year, 7 months
66 Wonderland Developmental Center	1 Year, 11 months

Child Age at Referral Results Screen

Child Count by Age at Referral

Overview: This report will display a count, by age range, for children at the time of referral.


Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

Client Count By Age at Referral	
<p>Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.</p>	
<p>Please choose the criteria for the report you would like to view.</p>	
<p>Step 1: Select the Month, Day and Year for the report</p> <p>October / 14 / 2002</p>	
<p>Step 2: Select State-wide, a Service Area or an Agency</p> <p> <input type="radio"/> State-wide <input checked="" type="radio"/> Service Area <input type="radio"/> Agency </p>	
<p>Step 3: Select level of detail</p> <p> <input type="checkbox"/> All Results Combined in One Report <input type="checkbox"/> Each Service Area Separated </p>	
<p>View</p>	

Child Count by Age at Referral Criteria Page

Result:

 Client Count By Age at Referral

Report Date: October 14, 2002

Service Area Name	Agency Name	0 - 6 months	6 - 12 months	12 - 24 months	24 - 36 months
Snohomish	All Agencies	102	101	196	124

Child Count by Age at Referral Results Page

Diagnosis Count by Ethnicity

Overview: This report displays the count of children with each diagnosis and can be broken down by ethnicity.

Criteria: The report is a “period in time” representation of historical data. Select the date range for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”.

The results may be broken down by ethnicity as indicated in “Step 3”.

Diagnosis Count

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: June / 11 / 2002

End: June / 11 / 2003

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide

☒ Service Area

☐ Agency

Step 3: Select level of detail

All Results Combined in One Report

Each Service Area Separated

Step 4: Select how you would like to view the data. (Optional)

javascript:parent.winReport.takeAction('back'); Display Search Criteria Page

Diagnosis Count by Ethnicity – Criteria Page

Results:

http://iteip-dev - Infant Toddler Early Intervention Program - Reports - Microsoft Int...

Diagnosis Count

This report was run: **6/11/2003 1:48 PM**

County: Benton/Franklin

Lead Agency: Benton Franklin Infant Toddler Program

Date Reporting: 6/11/2002

EARLY INTERVENTION DIAGNOSIS	Asian or Pacific Islander	Black or African American (Not Hispanic)	Hispanic or Latino	American Indian or Alaska Native	Other as Defined by Family	White (Not Hispanic)	Total
Total (All Rows)	1	2	48	0	12	84	147
Arthropathy	0	0	1	0	0	0	1
Asthma	0	0	0	0	0	4	4
Autism	0	0	0	0	0	0	0
Blind	0	0	0	0	0	2	2
Blood Disorder	0	0	0	0	0	0	0
Central Nervous System Deficit	0	0	0	0	0	0	0
Cerebral Palsy	0	0	0	0	0	0	0
Conduct Disorder	0	0	0	0	0	0	0
Congenital Anomaly	0	0	0	0	0	0	0
Connective Tissue	0	0	0	0	0	0	0
Cornelia de Lange Syndrome	0	0	0	0	0	1	1
Cystic Fibrosis	0	0	0	0	0	0	0
Deaf	0	0	0	0	0	0	0

Back Close Print

Internet

Diagnosis Count by Ethnicity – Results Page

Diagnosis Count by Age

Overview: This report displays the count of children for each diagnosis broken down by age.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”.

http://iteip-dev - Infant Toddler Early Intervention Program - Reports - Microsoft Int...

Diagnosis Count by Age

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the Month, Day and Year for the report

June / 11 / 2003

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide

☒ Service Area

☐ Agency

Step 3: Select level of detail

All Results Combined in One Report
Each Service Area Separated

View

Back Close Print

Done Internet

Diagnosis Count by Age – Criteria Page

Results:

http://iteip-dev - Infant Toddler Early Intervention Program - Reports - Microsoft Int...

Diagnosis Count by Age

This report was run: 6/11/2003 1:49 PM

County: Benton/Franklin

Lead Agency: Benton Franklin Infant Toddler Program

Date Reporting: 6/11/2003

EARLY INTERVENTION DIAGNOSIS	0 - 6 Months	6 Months - 1 Year	1 - 2 Years	2 - 3 Years	Total
Total (All Rows)	0	14	56	94	164
Arthropathy	0	0	0	1	1
Asthma	0	0	0	0	0
Autism	0	0	0	0	0
Blind	0	0	0	1	1
Blood Disorder	0	0	0	0	0
Central Nervous System Deficit	0	0	0	0	0
Cerebral Palsy	0	0	0	0	0
Conduct Disorder	0	0	0	0	0
Congenital Anomaly	0	0	0	0	0
Connective Tissue	0	0	0	0	0
Cornelia de Lange Syndrome	0	0	1	0	1
Cystic Fibrosis	0	0	0	0	0
Deaf	0	0	1	0	1
Deaf-Blind	0	0	0	0	0
Developmental Delay	0	0	0	1	1
Diabetes	0	0	0	0	0

Back Close Print

Done Internet

Diagnosis Count by Age – Results Page

Child Count by Funding Source

Overview: This report will display the number of children using each funding source. **Available in Excel.**

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

The screenshot shows a web browser window with the address bar displaying 'http://iteip-dev - Infant Toddler Early Intervention Program - Reports - Microsoft Int...'. The page title is 'Funding Sources Count and Funding Source Use'. A 'Please Note' section states: 'If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.' Below this, a prompt asks the user to 'Please choose the criteria for the report you would like to view.' The interface is divided into three steps: Step 1: 'Select the Month, Day and Year for the report' with dropdowns for 'June', '12', and '2003'. Step 2: 'Select State-wide, a Service Area or an Agency' with radio buttons for 'State-wide', 'Service Area' (selected), and 'Agency', each followed by a dropdown menu. Step 3: 'Select level of detail' with a text box containing 'All Results Combined in One Report' and 'Each Service Area Separated'. At the bottom of the form are 'View' and 'View in Excel' buttons. A footer bar contains 'Back', 'Close', and 'Print' buttons. The browser's status bar at the very bottom shows 'Done' and 'Internet'.

Child Count by Funding Source Criteria Screen

Result:

http://iteip-dev - Infant Toddler Early Intervention Program - Reports - Microsoft Int...

Funding Sources Count and Funding Source Use

This report was run: 6/12/2003 9:49 AM

County: Benton/Franklin

Lead Agency: Benton Franklin Infant Toddler Program

Date Reporting: 6/12/2003

EARLY INTERVENTION FUNDING SOURCE	Eligible Child Count	Non Eligible Child Count	Eligibility Question Not Answered Count	Total
Charitable Organization	0	0	0	0
Child Care Block Grant	0	0	0	0
Child Protective Services	0	0	0	0
County Developmental Disabilities	0	0	0	0
CSHCN	68	3	0	71
Division of Developmental Disabilities	0	0	0	0
Early Head Start	0	0	0	0
Elk's Program	3	1	0	4
Federal Impact Aid	0	0	0	0
First Steps	0	0	0	0
IDEA, Part C	177	5	0	182
Indian Health Services	0	0	0	0
Locally Raised Funds	0	0	0	0
Medicaid (Healthy Infants)	69	2	0	71

Back Close Print

Done Internet

Child Count by Funding Source Results Screen

Funding Sources by Service

Overview: This report will display which funding sources are being used for a particular EI service.

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.

Funding Sources By Service

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: October / 14 / 2001

End: October / 14 / 2002

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide

☒ Service Area

☐ Agency

Step 3: Select level of detail

All Results Combined in One Report
Each Service Area Separated

View

Funding Sources by Service Criteria Screen

Result:

Funding Sources By Service	
This report was run: 10/14/2002 12:38 PM	
County: Snohomish	
Lead Agency: Infant Toddler Program of Snohomish County	
Date Reporting: 10/14/2001 to 10/14/2002	
EARLY INTERVENTION SERVICE	FUNDING SOURCE
Assistive Technology Devices and Services	County Developmental Disabilities
	CSHCN
	Division of Developmental Disabilities
	IDEA, Part C
	Medicaid (Healthy Options)
	Medicaid (SSI)
	Medicaid Administrative Title XIX
	Private Insurance
	School District (State Funding)
Audiology/Hearing Services	Division of Developmental Disabilities
	IDEA, Part C
	Medicaid (Healthy Options)
	Medicaid (SSI)
	Medicaid Administrative Title XIX
	Private Insurance
	United Way

Funding Sources by Service Results Screen

Funding Sources per Child

Overview: This report will display the number of funding sources being used by each child.

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in "Step 2". Additionally, you must select a level of detail for the final report.

Funding Sources Per Child	
<p>Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.</p>	
<p>Please choose the criteria for the report you would like to view.</p>	
<p>Step 1: Select the date range for the report</p>	
<p>Begin: October / 14 / 2001</p>	<p>End: October / 14 / 2002</p>
<p>Step 2: Select State-wide, a Service Area or an Agency</p>	
<p><input type="radio"/> State-wide</p>	<p><input checked="" type="radio"/> Service Area</p>
<p><input type="radio"/> Agency</p>	<p></p>
<p>Step 3: Select level of detail</p>	
<p>All Results Combined in One Report Each Service Area Separated</p>	
<p>View</p>	

Funding Sources per Child Criteria Screen

“Others” Reports

Overview: This report will display information specified by the FRC as “other” in the system

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.

In “Step 4” you will need to choose which type of “Other” information you would like to view.

“Other” Reports

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child’s agency. If you are viewing data for a service area, the child’s service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: / /

End: / /

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide

☒ Service Area

☐ Agency

Step 3: Select level of detail

All Results Combined in One Report

Each Service Area Separated

Step 4: Select which type of report

☒ Other Ethnicity

☐ Other Language

☐ Other Diagnosis

☐ Other Funding Source

☐ Other Service Type

☐ Other Primary Service Setting

“Others” Reports Criteria Screen

Result:

Other Ethnicity Report	
This report was run: 10/14/2002 12:46 PM	
County: <u>Snohomish</u>	
Lead Agency: <u>Infant Toddler Program of Snohomish County</u>	
Date Reporting: <u>10/14/2001</u> to <u>10/14/2002</u>	
OTHER ETHNICITY	COUNT
half hispanic/white	1
African-American	1
African-American and caucasian	1
AmerAsian	1
Arabian	1
Arabic	1
Asian and Caucasian	1
Asian/Pacific Islander	1
Cambodia	1
East Indian	1
European-American	1
Hispanic/White	1
Japanese/Black	1
Japanese/Cauc	1
Middle Eastern	1
mixed	1
not known	1
russsian	1
Unknown	4

"Others" Reports Results Screen

Intakes by Zip Code

Overview: This report will display the number of intakes over a particular time period for a zip code or series of zip codes. **Available in Excel.**

Criteria: Select a date range. The date range defaults to the past calendar year. If you are selecting a different date range, the duration must not exceed one year.

In "Step 2" you can enter a zip code or part of a zip code. You must enter at least the first three digits.

Intakes by Zip Code

Please Note: This report will count all of the children in a particular zip code or zip code area regardless of the service area or agency the child is part of.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: June / 12 / 2002

End: June / 12 / 2003

Step 2: Enter a either zip code or part of a zip code.
(Example: 984, 9840, or 98403)

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Intakes by Zip Code Criteria Screen

Result:

Intakes by Zip Code	
This report was run: 12/23/2002 12:14 PM	
Date Reporting: 12/23/2001 to 12/23/2002	
Zip Code	Intake Count
9840x	68
98402	1
98403	6
98404	15
98405	13
98406	6
98407	2
98408	11
98409	14
----- END OF REPORT -----	
INFANT TODDLER EARLY INTERVENTION PROGRAM	
INTAKES BY ZIP CODE	

Intakes by Zip Code Results Screen

Referrals by Zip Code

Overview: This report will display a count of the number of referrals over a particular time period for a zip code or a series of zip codes. **Available in Excel.**

Criteria: Select a date range for the report. The date defaults to one year back from the current date.

Enter a zip code or a partial zip code.

Referrals by Zip Code

Please Note: This report will count all of the children in a particular zip code or zip code area regardless of the service area or agency the child is part of.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: June / 11 / 2002

End: June / 11 / 2003

Step 2: Enter a either zip code or part of a zip code.
(Example: 984, 9840, or 98403)

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Referrals by Zip Code – Criteria Screen

Results:

Referrals by Zip Code

This report was run: 6/11/2003 1:50 PM

Date Reporting: 6/11/2002 to 6/11/2003

Zip Code	Referral Count
984xx	220
9840x	77
98402	3
98403	3
98404	19
98405	13
98406	11
98407	5
98408	13
98409	10
9841x	5
98418	5
9842x	12
98422	12
9843x	33
98433	23
98438	2
98439	8
9844x	35
98444	24
98445	8
98446	3
9845x	1
98450	1
9846x	24
98465	1
98466	13
98467	10

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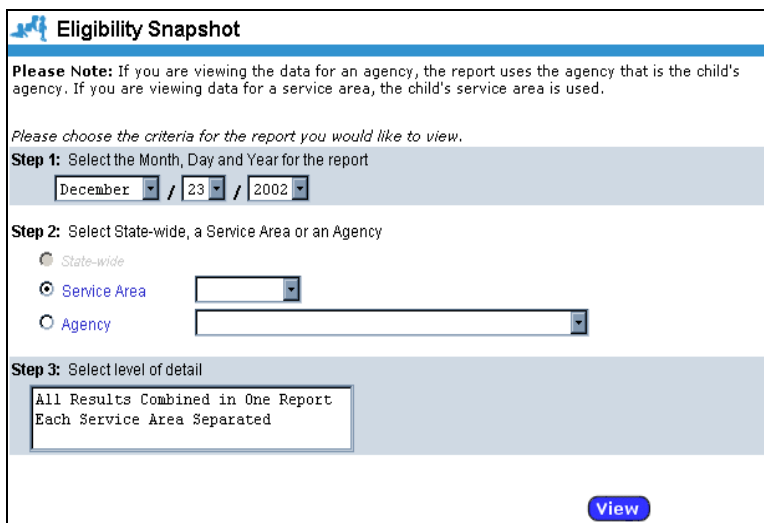
Referrals by Zip Code Results Screen

Eligibility Snapshot

Overview: This report will display the number of children which are eligible and not eligible for ITEIP services.

Criteria: Select a date for the report. The date defaults to the current date.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report.



Eligibility Snapshot

Please Note: If you are viewing the data for an agency, the report uses the agency that is the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the Month, Day and Year for the report
 December / 23 / 2002

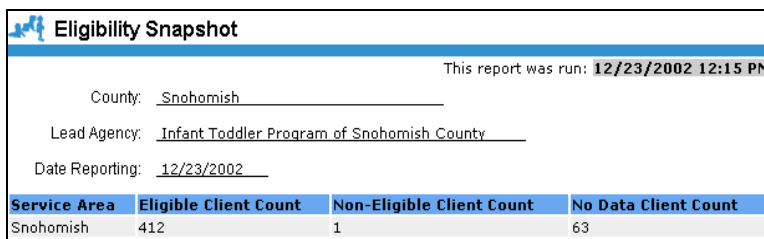
Step 2: Select State-wide, a Service Area or an Agency
☐ State-wide
☒ Service Area
☐ Agency

Step 3: Select level of detail
☒ All Results Combined in One Report
☐ Each Service Area Separated

[View](#)

Eligibility Snapshot Criteria Screen

Result:



Eligibility Snapshot

This report was run: 12/23/2002 12:15 PM

County: Snohomish

Lead Agency: Infant Toddler Program of Snohomish County

Date Reporting: 12/23/2002

Service Area	Eligible Client Count	Non-Eligible Client Count	No Data Client Count
Snohomish	412	1	63

Eligibility Snapshot Results Screen

Children in School District

Overview: This report displays a list of children enrolled or residing in each school district.

Criteria: Select a date range for the report. The date defaults to one year back from the current date.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report in “Step 3”.

The report can be run for either resident or enrolled school district. Select the scope in “Step 4”.

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Children by School District

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date range for the report

Begin: June / 11 / 2002
End: June / 11 / 2003

Step 2: Select State-wide, a Service Area or an Agency

☐ State-wide
☒ Service Area
☐ Agency

Step 3: Select level of detail

All Results Combined in One Report
Each Service Area Separated

Step 4: Select which data you would like to view.

For Resident School District

View

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Done Internet

Children in School District Criteria Screen

Result:

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Children by School District

This report was run: 6/11/2003 1:54 PM

County: Benton/Franklin

Lead Agency: Benton Franklin Infant Toddler Program

Date Reporting: 6/11/2002 to 6/11/2003

SCHOOL DISTRICT	COUNT
Benton City School District	5
Franklin Pierce School District	1
Kennewick School District	38
North Franklin School District	2
Pasco School District	28
Prosser School District	14
Richland School District	7
TOTAL	95

***** END OF REPORT *****

INFANT TODDLER EARLY INTERVENTION PROGRAM FUNDING SOURCES BY SERVICE

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Done Internet

Children in School District Results Screen

Children in School District by Age

Overview: This report displays a list of children enrolled or residing in each school district and the age of each child.

Criteria: The report is a “point in time” representation of historical data. Select the date for which you would like to run the report.

The report can be run state-wide, by service area, or by agency. Select the scope for the data in “Step 2”. Additionally, you must select a level of detail for the final report in “Step 3”.

The report can be run for either resident or enrolled school district. Select the scope in “Step 4”.

The data can be order by age ascending or descending. Select the ordering in “Step 5”.

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Children in School District By Age

Please Note: If you are viewing the data for an agency, the report uses the agency that is set in the specific service, not the child's agency. If you are viewing data for a service area, the child's service area is used.

Please choose the criteria for the report you would like to view.

Step 1: Select the date for the report
June / 11 / 2002

Step 2: Select State-wide, a Service Area or an Agency
☒ Service Area
☐ Agency

Step 3: Select level of detail
All Results Combined in One Report
Each Service Area Separated

Step 4: Select which data you would like to view.
For Resident School District

Step 5: Select how you would like to order the data.
Age - Ascending

View

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Done Internet

Children in School District by Age Criteria Screen

Result:

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Children in School District By Age

This report was run: **6/11/2003 1:56 PM**

County: Benton/Franklin

Lead Agency: Benton Franklin Infant Toddler Program

Date Reporting: 6/11/2002

SCHOOL DISTRICT	CHILD	AGE
Prosser School District	Alexis Gonzalez	0 years, 6 months
Pasco School District	Cristian Navarro	0 years, 7 months
Pasco School District	Mario Patricio	0 years, 10 months
Kennewick School District	Beatrice Neuman	0 years, 11 months
Pasco School District	Jesse Herrera	0 years, 11 months
Richland School District	Skylar Briones	0 years, 11 months
Kennewick School District	Samuel Reed	0 years, 11 months
Kennewick School District	McKenzie Gibb	0 years, 11 months
Kennewick School District	LilMae Kurtz	0 years, 11 months
Benton City School District	Kayden McMahon	1 years, 0 months
Richland School District	Ashlynn Griffith	1 years, 1 months
Pasco School District	Malinda Alejo	1 years, 1 months
Pasco School District	Elia Alejo	1 years, 1 months
Pasco School District	Jennifer Betancourt	1 years, 2 months
Franklin Pierce School District	Tukker Brown	1 years, 2 months
Prosser School District	Rocio Enriquez	1 years, 3 months
Prosser School District	Drey Gutierrez	1 years, 3 months

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Done Internet

Children in School District by Age Results Screen